

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, December 18, 2018

Board Members Present: S. King, J. Jansch, B. Clancy, L. Franke, K. Lukens, J. Wieland

Others Present: K. Pahlow, A. Nizzia, S. Johnson, C. Maricque, N. Kohls, L. Larson, J. Titera, C. Jensky

1. Action Item: Call to Order
S. King called the meeting to order at 3:32 PM.
2. Open Forum - None
3. Action Item: Approval of November 20, 2018 Minutes
Motion made by J. Jansch, seconded by L. Franke, that the minutes from the November 20, 2018 board meeting approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by J. Wieland, seconded by B. Clancy, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Donations
A. Nizzia presented the donations.
Motion made by J. Jansch, seconded by L. Franke, that the December donations be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Payment of Bills
Payments for November 1, 2018 to November 30, 2018 were reviewed and discussed. Expenditures noted were the costs for new classroom flooring that was put in due to lifting tiles, door repairs required due to the lock system sticking, and the preventive maintenance of the boiler and heating system.
Motion made by L. Franke, seconded by B. Clancy, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Financial Report
Summaries of the Revenue and Expenditures ending October 31, 2018 were reviewed. The grant revenue was received for the installation of cameras. Due to the cost of the OT/PT classroom change, the added door to the door lock system, and new water heater the building and facilities are may continue to be over budget. Savings will be recognized in the Intellectual Disabilities area, but this will be offset by Substitute costs due to vacancies and leaves.
Motion made by J. Wieland, seconded B. Clancy, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.
8. Action Item: 2017-2018 Audited Financial Statement
C. Maricque presented the 2017-2018 audit report from Schenck and Associates for review and discussion. The auditors issued an unmodified report that there were no audit findings. Due to GASB changes, the method for reporting the Parent Organization will need to change by fiscal year ending June 30, 2020.
Motion made by J. Jansch, seconded by L. Franke, that the 2017-2018 Audit Report conducted by Schenck and Associates be accepted. MOTION CARRIED UNANIMOUSLY.
9. Action Item: Disability Insurance
Due to the County changing their leave and disability administrator to UNUM as of January 1, 2019, the school requested the authority to enter into a contract with UNUM to provide disability insurance effective January 1, 2019.
Motion made by J. Wieland, seconded by B. Clancy, that the Administrator have the authority to enter into a contract with UNUM to provide disability insurance be approved. MOTION CARRIED UNANIMOUSLY.
10. Discussion Item: Administrator's Report

S. Johnson – Director of Special Education and Pupil Services

There have been time that it has been difficult to secure substitute staff out in the district. Sarah has been able to work with the district to use their subs. Sarah and Kim also attended a holiday breakfast at Susie C. Altmayer hosted by one of our district staff and her classroom.

K. Pahlow, Administrator and A. Nizzia, Principal, combined their reports into a video.

- The video covered the Hopp Trot, ornament making with students from Southwest High School, Tree decorating at DePere City Hall and the Northern Building, caroling at Nicole Bank, gift making with the Constellation group and the door decorating contest.
- The holiday program is Wednesday, December 19 at 1:00 PM and 6:00 PM.
- Kim invited all board members to walk around the building and see all the holiday decorating that the staff and students have done.

11. Discussion Item: Parent Organization Report

- A.Nizzia reported that the Parent Organization now has a treasurer who has been working with C. Maricque discussing financial matters between school and the organization.
- January 12, 2019 the PO will host a presenter on Special Needs Trust and Guardianship. 38 parents have already signed up. Staff will provide childcare and activities.
- Winter Blast is scheduled for February 8, 2019.

12. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(e) pursuant to compensation and the investing of public funds at 4:05 PM.

Motion made by L. Franke, seconded by B. Clancy, that the Board move into Executive Session. MOTION CARRIED UNANIMOUSLY.

Meeting opened again at 5:30 PM

13. Action Item: School Violence Drill Assessment

A Board review of this assessment is required by Wis. Statute 118.07 and the 2017 Wisconsin Act 143 and will be submitted to the Department of Public Instruction Safety and Security Office.

Motion made by J. Wieland, seconded by K. Lukens, that the Board the School Violence Drill Assessment be approved. MOTION CARRIED UNANIMOUSLY.

14. Action Item: Safety and Security Plan and Resolution.

The Safety and Security Plan and resolution are required by Wis. Statute 118.07 and the 2017 Wisconsin Act 143 and will be submitted to the Department of Public Instruction Safety and Security Office.

Motion made by B. Clancy, seconded by J. Jansch, that the Board approve the proposed Safety and Security Plan and Resolution.be approved. MOTION CARRIED UNANIMOUSLY.

15. Action Item: Adjournment

Motion made by K. Lukens seconded by J. Jansch, to adjourn the December 18, 2018 Brown County Children with Disabilities Board meeting at 5:40 PM.

MOTION CARRIED UNANIMOUSLY.